

**Minutes of the Meeting of the
Louisiana State Board of Social Work Examiners
July 22, 2011**

John McBride, LCSW, Chairman, called the meeting to order at 9:00 a.m., Friday, July 22, 2011, at the Courtyard by Marriott located at 10307 N. Mall Drive, Baton Rouge, LA, 70809. Emily Efferson, Administrator, was present for the entire meeting. Other individuals present for a portion of the meeting were Regina Breaux, Administrative Assistant, and Carmen Weisner.

Hope Himel-Benson, LCSW, conducted roll call. Board members present included Evelyn Jenkins, LCSW, John McBride, LCSW, Hope Himel-Benson, LCSW, and Lisa Lipsey, LCSW. Michael Hickerson, RSW, was absent.

PUBLIC COMMENTS

Carmen Weisner, Executive Director of NASW-LA Chapter, informed the board that their electronic newsletter included the current board member vacancies. She also advised that the "Yellow Book" of continuing education opportunities will be sent to the printer in August.

AGENDA

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to move section 8 "Correspondence" after section 5 "Compliance Hearing", and to add to section 7 "Executive Session" item j. "Contract Matter", and to accept the agenda as amended.

MINUTES

Motion was made by Hope Himel-Benson, seconded by Lisa Lipsey and unanimously carried, to accept the minutes as presented for the June 10-11, 2011 board meeting.

FINANCIAL

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to approve the purchase of a new printer for the LABSWE office.

Compliance Hearing for Melvin Davis

Mr. Davis requested a Compliance Hearing to appeal the board's decision to deny his Registered Social Work application. His application was denied on April 29, 2011 because he did not indicate on his application that he had any state or federal charges. However, his criminal background check documented charges. Mr. Davis testified that he did not know that his two DWI arrests were criminal charges. He further stated that he has not had a drink since his second arrest in 1996. Mr. Davis is currently employed as a Respiratory Therapist and is not working in the field of social work.

CORRESPONDENCE

Kiyana Gordon, RSW – Motion was made by Evelyn Jenkins, seconded by Lisa Lipsey and unanimously carried, to grant Kiyana Gordon approval to take the ASWB Masters level examination by paper and pencil because she has failed the examination three times.

John Muggivan, LCSW – Motion was made by Hope Himel-Benson, seconded by Lisa Lipsey and unanimously carried, to grant John Muggivan an extension through August 31, 2011 to complete the continuing education for the July 1, 2010 – June 30, 2011 collection period, and to allow him to obtain those hours via distance education.

Sherry Williams, LCSW – Advise Sherry Williams that purchasing liability insurance is a personal decision; and, that she would be considered practicing social work while providing pro-bono support services to families of mentally ill persons.

Crushunda Johnson, LMSW – Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to accept the 20 hours of online continuing education submitted by Crushunda Johnson for the July 1, 2010 – June 30, 2011 collection period, and to grant Ms. Johnson approval to complete 20 hours of continuing education via distance learning for the July 1, 2011 – June 30, 2012 because she is in Japan and does not have access to onsite training.

Claudette McMath, LCSW – Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to grant Claudette McMath an extension of six months to complete the continuing education requirements for the July 1, 2010 – June 30, 2011 collection period.

Rachel Pothier, LMSW – Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to grant Rachel Pothier approval to complete the continuing education requirements for the July 1, 2010 – June 30, 2011 collection period via distance education upon receipt of a letter from her ob/gyn and her child's pediatrician documenting her extenuating circumstances.

Alice Waller, RSW – Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to grant Alice Waller an extension through August 31, 2011 to complete the continuing education requirements for the July 1, 2010 – June 30, 2011 collection period via distance education upon receipt of her sister's obituary and a letter from the nursing home where her mother stayed.

Judy Robison, LCSW – Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to grant Judy Robison an extension through August 31, 2011 to complete the continuing education requirements for the July 1, 2010 – June 30, 2011 collection period via distance education due to her extenuating circumstances.

Jamee Williams, LMSW – Jamee Williams submitted a letter asking the board if it is permissible for a LMSW to open a case management business and work as an employee of the agency. The board instructed staff to notify Ms. Williams that is permissible, and to remind her of requirements for supervision. Ms. Williams also asked for instructions for having supervision obtained in California credited for Louisiana. Staff will mail her the appropriate forms and instructions.

Carmen Weisner, Executive Director – NASW-LA Chapter – Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to approve the workshop entitled, "Supervision Basics: Clinical Supervision for the New Board Approved Clinical Supervisor" scheduled to be held on October 13, 2011 and on March 17, 2012 for LCSWs wanting to obtain designation as a Board Approved Clinical Supervisor.

BOARD/STAFF ISSUES

Review Comments Regarding Proposed Rules Changes

After considering the requirements for fee changes set forth in the Administrative Procedure Act, a motion was made by Hope Himel-Benson, seconded by Lisa Lipsey and unanimously carried, to keep the fees the same as they are stated in the current Rules, Standards and Procedures.

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to include educational offerings approved by the ASWB Approved Continuing Education (ACE) program as an approved learning forum under Rule 317.

Compliance Hearing for Garry Lewis

Mr. Lewis requested a Compliance Hearing to appeal the board's decision to deny his application for Licensed Master Social Work. His application was denied on April 29, 2011 because he did not indicate on his application that he had any state or federal charges. However, his criminal background check documented charges. Mr. Lewis testified that he did not answer "yes" on his application because although he was arrested, he was never convicted. He further testified that he has never failed a drug test. He stated that he has not worked in the field of social work. He has been working for the USPS and has also been employed as a teacher.

BOARD/STAFF ISSUES

ASWB New Board Member Training

Lisa Lipsey attended the New Board Member Training. She reported to the board that Dale Atkinson advised that board members should not give advisory opinions. He recommended that the licensee be advised to consult with legal counsel of their choice. They should also be advised to submit their questions to the board in writing. Members of the board requested that board staff remove their contact information from the website and to develop a script for handling phone calls from individuals with ethical and legal inquiries.

Members of the board requested that Emily Efferson find out more information about ASWB's program for processing applications for state boards.

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to break for lunch at 11:46 a.m. and to resume the meeting at 1:30 p.m.

Executive Session

Motion was made by Evelyn Jenkins, seconded by Lisa Lipsey and unanimously carried, to go in to Executive Session at 1:30 p.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting, and for investigative proceedings regarding allegations of misconduct.

Votes for going in to Executive Session: John McBride, yes; Evelyn Jenkins, yes; Hope Himel-Benson, yes; and Lisa Lipsey, yes.

Motion was made by Evelyn Jenkins, seconded by Hope Himel- Benson and unanimously carried, to come out of Executive Session at 5 :01 p.m. to make the following motions:

Meeting with DW-09

DW-09 met with the board to discuss missed call-ins with Affinity and not receiving documentation from his therapist. DW-09 stated that he did not have an excuse for the missed call-in and that he just forgot to check in. He further stated that his therapist did send in the proper documentation. The board office did receive documentation from his therapist, along with a letter stating that he thought he had submitted the letter, but later found it in his office. The letter was submitted late. DW-09 was advised by the Board that 100% compliance with the Impaired Professional Program (IPP) Participation Agreement is expected, and to not miss any more call-ins. He requested that the IPP manager advise him of his potential release date from the program, and in the future to send him notification if he is non-compliant with the program.

Meeting with MP-10

MP-10 met with the board to discuss missed call-ins with Affinity and not receiving required meeting logs. MP-10 stated that he has missed three call-ins in the past 277 days and that he does not know how he missed these call-ins. He further stated that he would like for the IPP manager to send notification to him if he is non-compliant with the program, prior to receiving a letter from the board. He would like to be released from the program. MP-10 was advised by the Board that 100% compliance with the IPP Participation Agreement is expected, and to not miss any more call-ins.

Meeting with JG-09

JG-10 met with the board to discuss missed call-ins with Affinity. She stated that she did check-in; however, her place of employment was having problems with their entire

phone system disrupting services with their phone system, emails and faxes. She further stated that since she has been on topamax she has noticed that sometimes she has short-term memory loss. JG-10 advised the board that she missed the call-ins in January because she didn't know that she had to call-in on weekends. Her psychiatrist recommends seeing her every other month for medication management and recommends her seeing another therapist for DBT therapy. Members of the board advised JG-10 that 100% compliance with the IPP Participation Agreement is expected, and to not miss any more call-ins.

MONITORING REPORTS (IPP)

Motion was made by Evelyn Jenkins, seconded by Hope Himel-Benson and unanimously carried, to accept the report submitted by Sherril Rudd, LCSW, IPP Manager.

Motion was made by Evelyn Jenkins, seconded by Lisa Lipsey and unanimously carried, to allow **JD-11** additional time to meet her 30 day requirements due to staff delay in mailing the official signed copy of her Consent Agreement and Order to her.

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to require **MG-10** to meet with the board for an informal conference at the August 26, 2011 board meeting due to non-compliance of the IPP.

Motion was made by Lisa Lipsey, seconded by Hope Himel-Benson and unanimously carried, to send **FJ-11** certified notification that she must be in compliance with the IPP within 30 days.

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to approve the request submitted for **DL-09** to reduce his psychotherapy to two sessions per month.

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to deny the request submitted for **DL-09** to reduce his UA's to once per month.

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to require **AS-11** to meet with the board for an informal conference at the August 26, 2011, board meeting due to non-compliance with the IPP.

MONITORING REPORTS-DISCIPLINARY

Motion was made by Evelyn Jenkins, seconded by Lisa Lipsey and unanimously carried, to accept the disciplinary monitoring report.

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to request that **Michelle Guidry, LMSW**, have Ms. Bode submit her resume to the board for their review in considering her as a supervisor for Ms. Guidry.

Motion was made by Evelyn Jenkins, seconded by Hope Himel-Benson and unanimously carried, to accept the supervision report submitted by Mary Dyer Morris, LCSW-BACS, on behalf of **Anissa Horne, LCSW**.

Motion was made by Evelyn Jenkins, seconded by Hope Himel-Benson and unanimously carried, to accept the final supervision report submitted by Mona Marcum, LCSW-BACS, on behalf of **Damon Lowrey, LMSW**.

New Applications

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to deny the LMSW application for **Margaret Eaton** and offer her a Compliance Hearing.

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to deny the Registered Social Worker application for **Kendra Jackson**. Ms. Jackson has been offered a Compliance Hearing.

Motion was made by Hope Himel-Benson, seconded by Lisa Lipsey and unanimously carried, to deny the Registered Social Worker application for **Amy Thomas**. Ms. Thomas has been offered a Compliance Hearing.

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to deny the LCSW Endorsement application for **Bobby Tinner** because his supervision was provided by a psychologist, which is not acceptable in accordance with Louisiana's requirements. Mr. Tinner has been offered a Compliance Hearing and advised that he can apply for the LMSW.

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to grant the following applicants registration as a **Registered Social Worker**:

Braithwaite, Heather	Burnum, Heidi
Franklin, Kim	Gilmore, Maranda
Harvey, Ashley	Jackson, Sonya
Kelly, Tamara	Knighton, Shirley
Mingo, Ebony	Richardson, Katrina
Robinson, Lori	Stanfield, Vanessa
Walker, Linda	Young, Meilssa
Ware, Joel	

Motion was made by Hope Himel-Benson, seconded by Lisa Lipsey and unanimously carried, to approve the following applicants for **Certified Social Worker** certification and to grant approval for the applicants to sit for the ASWB Masters examination for licensing as a **Licensed Master Social Worker**:

Barth, Ashley	Beaubouef, Randall
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Borne, Heath
 Brooks, Floyd
 Cabral-Peters, Sharon
 Coleman, Whitney
 Doyle, Jessica
 Foreman, Timothy
 Gage, Rateah
 Gensler, Patrick
 Hall, Sharda
 Hill, Carolyn
 Ivey, Theresa
 Lanius, Bridget
 Luke, Anita
 Maclinnies, Erin
 Miller, Traci
 Mueller, Ann
 Norman, Kia
 Passoth, Colleen
 Price, Tammy
 Rhine, Crystal
 Roger, Lindsay
 Savoie, Nina
 Sconza, Sydney
 Thomas, Aisha
 Wilson, Carol
 Brandy, Tanya
 Hargrove, Vanessa
 Hunt, Jr., Alvin
 Tervalon, Nicole

Bridges, Desiree
 Brown, Rachel
 Castro, Ashlie
 Collins, Jasmine
 Eyes, Amanda
 Fultz, Andrew
 Gaston, Jamie
 Gifford, Elise
 Harris, Molly
 Hughes, Demetrice
 Johnson, Deon
 Lation, Ivy
 McNease, Kyle
 Major, Emily
 Mitchell, Emily
 Bniemitz, Brenda
 Palpoade, Joy
 Plagman, Megan
 Ralston, Erin
 Robin, Alice
 Sanders, Sheila
 Scott, Anthony
 Stuckey, Amy
 Williams, Bernadette
 Dotson, Shane
 Hall, Shelley
 Hawkins, Dal Marie
 Miller, Christina
 Wesley, Gayberyl

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to approve the following applicants to sit for the ASWB Clinical exam for licensing as a **Licensed Clinical Social Worker**:

Arnold, Laure
 Blackwell, Delores
 Burka, Catherine
 Chevallier, Michelle
 Ebanks, Nadia
 Griffith, Michael
 Klei, Catherine
 Meyer, Jennifer
 Pary-Vasquez, Maria
 Purser, Stacey
 Tilley, Christine
 Vonier, Rebecca

Bass, Cara
 Brayden, Jessica
 Cassisa, Michelle
 Davis, Jessica
 Greece, Helene
 Johnson, Lynette
 Lawton, Sajata
 Oubre, Sean
 Prelow, Melissa
 Savoy, Dana
 Torres, Whitney
 Whitlow, Christine

Yang, Xiao

BOARD/STAFF ISSUES

Absentee Policy

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to define absence from a meeting as missing all or part of a scheduled meeting and to consider extenuating circumstances for missing a meeting as personal illness, death in family, other board business, or a documented work requirement. A letter from board member's employer is required to document reason for absence.

Request to present ethics workshop at "Together We Can" Conference

Board members Evelyn Jenkins and Michael Hickerson have agreed to present at the "Together We Can" conference.

Executive Session

Motion was made by Hope Himel-Benson, seconded by Lisa Lipsey and unanimously carried, to go in to Executive Session at 5:34 p.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting, and for investigative proceedings regarding allegations of misconduct.

Votes for going in to Executive Session: John McBride yes; Evelyn Jenkins, yes; Hope Himel-Benson, yes and Lisa Lipsey, yes.

Motion was made by Evelyn Jenkins, seconded by Lisa Lipsey and unanimously carried, to come out of Executive Session at 5:52 p.m. to make the following motions:

New Complaints

Motion was made by Evelyn Jenkins, seconded by Hope Himel-Benson and unanimously carried, to request the respondent of **Complaint #2011-128** to submit a written response.

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to request the respondent of **Complaint #2012-01** to submit a written response.

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to request the respondent of **Complaint #2012-02** to submit a written response.

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to accept **Complaint #2012-04** and send for investigation of possible violations of Rule 107B, 107D, 109D, 111E, 111H(1)&(2) and La. R.S. 2717A (5),(7),(11).

Motion was made by Evelyn Jenkins, seconded by Lisa Lipsey and unanimously carried, to not accept **Complaint #2012-05** because the situation described is not a

violation of the Louisiana Social Work Practice Act or the Rules, Standards and Procedures.

Motion was made by Evelyn Jenkins, seconded by Lisa Lipsey and unanimously carried, to suspend the meeting until 8:30 a.m. on Saturday, July 23, 2011.

**Louisiana State Board of Social Work Examiners
July 23, 2011**

John McBride, LCSW, Chairman, called the meeting to order at 8:30 a.m., Saturday, July 23, 2011, in the Conference Room at the Board office located at 18550 Highland Road, Suite B, Baton Rouge, Louisiana. Emily Efferson, Administrator, was present for the entire meeting.

Hope Himel-Benson, LCSW, conducted roll call. Board members present included Evelyn Jenkins, LCSW, John McBride, LCSW, Hope Himel-Benson, LCSW, and Lisa Lipsey, LCSW. Michael Hickerson, RSW, was absent.

Executive Session

Motion was made by Evelyn Jenkins, seconded by Hope Himel-Benson and unanimously carried, to go in to Executive Session at 8:30 a.m. for the following reasons:

to discuss the character, professional competence, or physical or mental health of a person, provided that such person is notified in writing at least twenty-four hours before the meeting, and for investigative proceedings regarding allegations of misconduct.

Votes for going in to Executive Session: John McBride, yes; Evelyn Jenkins, yes; Hope Himel-Benson, yes; and Lisa Lipsey, yes.

Motion was made by Hope Himel-Benson, seconded by Lisa Lipsey and unanimously carried, to come out of Executive Session at 12:20 a.m. to make the following motions:

Personnel Matter

Motion was made by Evelyn Jenkins, seconded by Lisa Lipsey and unanimously carried, to authorize John McBride, Board Chair, to contact George Papale for guidance regarding the policy of including staff evaluations of the administrator and the administrator's self evaluation in the final evaluation of the administrator. After seeking guidance from Mr. Papale, Mr. McBride is authorized to speak with the chairman for the LBESPA Board and LBEDN Board about revising the evaluation procedure. Lastly, a meeting will be called with the personnel committee to finalize any changes.

Pending Complaints

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to dismiss **Complaint #2011-67** for failure to rise to a level of a violation of the Louisiana Social Work Practice Act or the Rules, Standards and Procedures.

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to revise the Consent Agreement and Order for **Complaint#2011-87** to include that should he relapse his license will be immediately suspended for 12 months. Suspension can be lifted at the end of 100% compliance with Participation Agreement for twelve consecutive months.

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to set a hearing for **Complaint #2011-89** on November 18, 2011.

Motion was made by Evelyn Jenkins, seconded by Lisa Lipsey and unanimously carried, to dismiss **Complaint #2011-103** for failure to rise to a level of a violation of the Louisiana Social Work Practice Act or the Rules, Standards and Procedures.

Contract Matter

Members of the board discussed the contract offered to the IPP manager. Members agreed that there will be no further negotiating.

Decisions for Compliance Hearings

Motion was made by Evelyn Jenkins, seconded by Lisa Lipsey and unanimously carried, to approve **Melvin Davis** for the Registered Social Worker.

Motion was made by Evelyn Jenkins, seconded by Lisa Lipsey and unanimously carried, to approve **Gary Lewis, MSW**, for the Certified Social Worker certification and issue approval to take the ASWB Masters level examination.

Deliberations

Motion was made by Lisa Lipsey, seconded by Evelyn Jenkins and unanimously carried, to revoke **Charles Netterville, Jr.**, Licensed Master Social Worker license for five years for violations of Rule 117A, La. R.S. 37:2717(A)(2) and 2717(A)(7). Should Mr. Netterville apply for a license after the five year revocation, he will be required to meet all requirements of a new applicant and to demonstrate that he can safely practice social work.

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to revoke **Gary Cantrell**, Licensed Master Social Worker license for five years for violations of La. R.S. 37:2717(A)(5) and 2717(A)(7). Should Mr. Cantrell apply for a license after the five year revocation, he will be required to meet all requirements of a new applicant and to demonstrate that he can safely practice social work.

Motion was made by Hope Himel-Benson, seconded by Evelyn Jenkins and unanimously carried, to adjourn the meeting at 12:25 p.m.

John McBride, LCSW

John McBride, LCSW
Chairperson

Hope Himel-Benson, LCSW

Hope Himel-Benson, LCSW
Secretary-Treasurer

Lisa L. Lipsey, LCSW